

COMMONWEALTH OF VIRGINIA
DEPARTMENT OF MENTAL HEALTH, MENTAL RETARDATION
AND SUBSTANCE ABUSE SERVICES
Office of Administrative Services
P.O. Box 1797
Richmond, Virginia 23218-1797

Dentist Services and Additional Users added to Contract

CONTRACT: Locum Tenens Services: Physicians and Dentist

AUTHORIZED
PURCHASING AGENCIES: All DMHMRSAS Facilities, Community Services Boards and Virginia
Department of Corrections facilities.

CONTRACT PERIOD: May 1, 2007 through April 30, 2008

CONTRACT VENDORS: **Contract Number 720C-03829-04F 01**
Interim Physicians, Inc.
1040 Crown Pointe Parkway, Suite 120
Atlanta, Georgia 30338
Phone: 866-891-2617
FAX: 954-337-0202
FIN: 22-2493454
Contact: Christina Muffoletto
E-Mail: Christinamuffoletto@interimhealthcare.com

Contract Number 720C-03829-04F 02
Jackson & Coker
3000 Old Alabama Road, Suite 119-608
Alpharetta, Georgia 30022
Phone: 800-272-2707
FAX: 770-730-2870
FIN: 58-2547535
Contacts: Valerie Pichardo; E-Mail: VPichardo@jacksoncoker.com
Randy Weikle; E-Mail: RWeikle@jacksoncoker.com

Contract Number 720C-03827-04F 03
Medical Doctor Associates, Inc.
145 Technology Parkway, NW
Norcross, Georgia 30092
Phone: 800-780-3500
FAX: 770-849-3628
FIN: 58-1761269
Contact: Daniel Matus (Extension 2178); E-Mail: matusd@mdainc.com
or Carol Meredith (Extension 2129); E-Mail: meredithc@mdainc.com

Contract Number 720C-03827-04F 04
Psychiatrists Only, LLC
1935 Cliff Valley Way, Suite 220
Atlanta, Georgia 30329
Phone: 800-583-2256, Ext. 222
FAX: 404-315-9843
FIN: 58-2366414
Contact: Zachary Juno, Sr. Marketing Associate; E-Mail: zjuno@psyonly.com or Wayne Parton, Vice President

Contract Number 720C-03827-04F 05

Staff Care, Inc.

5001 Statesman Drive

Irving, Texas 75061

Phone: 800-685-2272

FAX: 469-524-1530

FIN: 75-2404573

Contact: Dale Chamblee; E-Mail: Dchamblee@staffcare.com

Phone: 800-685-2272, Ext. 8590

Contract Number 720C-03827-04F 06

VISTA Staffing Solutions

675 East 2100 South, Suite 390

Salt Lake City, Utah 84106

Phone: 800-366-1884

FAX: 801-487-8197

FIN: 87-0474292

Contact: Clarke Shaw

TERMS: Net 30 days

CONTRACT RENEWALS: This contract may be renewed by, and at the discretion of, the Department of Mental Health, Mental Retardation and Substance Abuse Services for two additional periods of one year each.

NOTE THE FOLLOWING INFORMATION AND INSTRUCTIONS FOR USING THIS CONTRACT:

- Use of Contract
- Contractor Requirements
- Terms and Conditions
- Additional Users to the Contract

By: David T. Ray

David T. Ray, CPPB, VCO

Contract Manager

November 26, 2007

USE OF CONTRACT

Requesting Services: When requesting services, Purchasing Agencies are expected to contact each of the six (6) Contract Vendors to request a "Placement Package" for review. Requests may be sent to the following e-mail or fax locations:

Interim Physicians: Christinamuffoletto@interimhealthcare.com. FAX: 954-337-0202

J&C Nationwide: Vpichardo@jcnationwide.com. FAX: 770-730-2870

Medical Doctor Associates: matusd@mdainc.com. FAX: 770-849-3628

Psychiatrists Only: johnp@psyonly.com. FAX: 404-315-9843

Staff Care: Dchamblee@staffcard.com. FAX: 469-524-1530

VISTA Staffing Solutions: khuish@vistastaff.com. FAX: 801-487-8197

Vendors will submit a separate Placement Package for each physician offered. The Purchasing Agency should set a due date for receipt of the Placement Packages. The due date should allow at least fourteen (14) days for the Contract Vendors to respond unless an emergency exists within the Purchasing Agency that will require a lesser response time. Purchasing Agencies are not required to but may accept Placement Packages submitted after the due date. Contract Vendors should present Placement Packages only for physicians who have agreed to accept the assignment if chosen. The placement package shall consist of, at a minimum, the following physician specific information. (Purchasing Agencies may request additional information as required.)

- Name.
- Training (copy of certificates).
 - Location.
 - Type.
- Specialty board eligibility or certification (copy of certificate).
- Provider number for physician.
- Current Virginia medical license (copy of certificate).
 - Restrictions.
 - History of loss of license in any state, commonwealth or territory.
- Drug Enforcement Agency (DEA) number and copy of certificate.
- Virginia Pharmacy Certificate.
- Hospital Privileges.
 - Name of hospitals.
 - Scope of practice privileges.
- Malpractice insurance.
 - Carrier name
 - Currency of coverage (copy of face sheet).
 - Scope of coverage (financial limits and procedures covered).
- Malpractice history.
 - Pending claims.
 - Successful claims against the physician either judged or settled.
- Medicare, Medicaid, and federal tax identification numbers.
- Social Security Number
- Curriculum Vitae (CV) including a complete employment history and explanation for any gaps in employment. The Agency reserves the right to conduct reference checks and background investigations on any potential employee of the program.
- Previously successful or currently pending challenges to any licensure or any registration or voluntary relinquishment of such licensure/registration.
- Voluntary or involuntary termination of medical staff privileges or voluntary or involuntary limitation/reduction or loss of clinical privileges at another hospital.
- Involvement in a professional liability action, present or past, and any final judgment or settlements of any such action.
- Answers to the follow questions (Yes or No):
 - Suspension from government programs?
 - Suspension or restriction of DEA license?
 - Felony conviction?
 - Chronic or debilitation illness?

- History of alcohol or drug abuse?
- Three letters of reference.
- Daily Rate. This daily rate shall not exceed the following maximum daily rates for the specified specialty and shall remain firm throughout the agreed-upon period of time for which the physician will be assigned. The daily rate shall include the daily rate that they physician will receive as well as the daily up-charge to cover transportation, lodging, physician per diem and Contractor's overhead and profit. The Contractor may be required to provide a breakdown of this rate and quote separate daily rates for physician pay, transportation, lodging and physician per diem. The maximum rates for each contract vendor are follows:

01 - Interim Physicians

	<u>Maximum Daily Rate</u>	<u>Overtime Rate per Hour</u>	<u>On-Call Rate Per Night</u>	<u>On-Call Rate Per Weekend</u>
Psychiatrist, Adult	\$1,088	\$156	\$156	\$522/Day *
Psychiatrist, Pediatric	\$1,142	\$209	\$209	\$626/Day *
Physician, Primary Care	\$1,001	Rates quoted per assignment.		

* Weekend call rate for weeks of less than 40 hours: \$1,043 for Adult Psychiatrists and \$1,095 for Pediatric Psychiatrists.

02 - Jackson & Coker

	<u>Maximum Daily Rate</u>	<u>Overtime Rate per Hour</u>	<u>On-Call Rate Per Night</u>	<u>On-Call Rate Per Weekend</u>
Psychiatrist, Adult	\$1,130	\$163	\$163	\$489/day
Psychiatrist, Pediatric	\$1,242	\$163	\$163	\$489/day
Internal Medicine/Family Care	\$965	\$124	\$120	\$326/day

03 - Medical Doctor Associates

	<u>Maximum Daily Rate</u>	<u>Overtime Rate per Hour</u>	<u>On-Call Rate Per Night</u>	<u>On-Call Rate Per Weekend</u>	<u>On-Call In-House</u>
Psychiatrist, Adult	\$1,034	\$130	\$130	\$417/day	\$21/hr
Psychiatrist, Pediatric	\$1,061	\$130	\$130	\$417/day	\$21/hr
Internal Medicine/Family Care	\$843	\$115	\$104	\$287/day	\$16hr

Holiday On-Call Rates: \$626 per day for Psychiatrists
\$444 per day for Internal Medicine/Family Care

04 - Psychiatrists Only

	<u>Maximum Daily Rate</u>	<u>Overtime Rate per Hour</u>	<u>On-Call Rate Per Night</u>	<u>On-Call Rate Per Weekend</u>
Psychiatrist, Adult	\$1,044	\$162	\$162	\$522/day
Psychiatrist, Pediatric	\$1,196	\$162	\$162	\$522/day

05 - Staff Care

	<u>Maximum Daily Rate</u>	<u>Overtime Rate per Hour</u>	<u>On-Call Rate Per Night</u>	<u>On-Call Rate Per Weekend</u>
Psychiatrist, Adult	\$1,078	\$190	\$174	\$489/day
Psychiatrist,	\$1,107	\$190	\$174	\$489/day

Pediatric Internal Medicine/Family Care	\$919	\$153	\$141	\$406/day
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06 – VISTA Staffing Solutions

	Maximum Daily Rate	Overtime Rate per Hour	On-Call Rate Per Night	On-Call Rate Per Weekend
Psychiatrist, Adult	\$1,088	\$177	\$118	\$448/day
Psychiatrist, Pediatric	\$1,240	\$177	\$118	\$448/day
Internal Medicine/Family Care	\$957	\$177	\$118	\$448/day

Comparison of Placement Packages: The Purchasing Agency should compare all placement packages received from the Contractors and determine the most appropriate physician that meets the Purchasing Agency's needs. This decision should be based upon information such as: (1) experience of physician; (2) references; (3) Proposed daily rate and overtime rates; (4) availability of the physician and (5) other considerations. The Purchasing Agency may, however, negotiate the rates (and may offer lodging and transportation alternatives) with the Contractor(s). The final rate accepted by the Purchasing Agency for a particular physician shall remain firm through the agreed upon period of the physician's service. Should this period of service be extended or major changes required in the physician's working hours or scope of work, the rate may be renegotiated. If more than one physician is presented that meets the Purchasing Agency's needs, the proposal offering the lowest overall cost should be selected. Purchasing Agencies should document why each Placement Package was or was not selected.

Dentistry Rates for Locum Tenens Services – 05 Staff Care, Inc.

	*Maximum Daily Rate	Overtime Rate per Hour	On-Call Rate Per Night	On-Call Rate Per Weekend
General Dentist	\$1,125	\$175	175	\$450/day
Pediatric Dentist	\$1,200	\$200	\$185	\$500/day
Holiday On-Call Rates: \$600 per day for Dentists and Pediatric Dentists				
*Maximum Daily Rate includes costs of all travel, transportation, and housing.				

Permanent Placement: Should a Purchasing Agency (agency/facility) wish to hire a dentist who has been assigned to that agency/facility as a locum tenens, the following provisions shall be effective:

- The hiring agency/facility agrees to pay Staff Care a reassignment fee of \$20,000 for the reassignment of each Dentist presented to hiring agency/facility or any organization affiliated with hiring agency/facility for a period of (1) year after such Dentist is presented to hiring agency/facility or after Dentist ceases to provide services to hiring agency/facility. Staff Care agrees to reduce this rate to \$16000 if hiring agency/facility utilizes the service of a Dentist in a full-time capacity, for a continuous period of 3 months, \$12,000 if hiring agency/facility utilizes the service of a Dentist in a full-time capacity, for a continuous period of 6 months, and \$6,000 if hiring agency/facility utilizes the service of a Dentist in a full-time capacity, for a continuous period of 9 months.
- The above mentioned permanent recruitment/placement fee shall be paid within thirty (30) days of the receipt of an invoice or from the date that the Dentist is hired, whichever is later. The date of hire shall be the date on which an agreement is signed between Purchasing Agency and the locum tenens Dentist to create an employer/employee relationship.

References: The Purchasing Agency may conduct reference checks and background investigations on any physician presented by the Contractor(s). The Purchasing Agency may interview and approve or disapprove any physician supplied by the Contractor and shall have the right at any time to determine unacceptable any physician supplied by the Contractor with or without cause. If termination is a result of causes related to conduct, unsatisfactory job performance or conditions of inadequate credentials, the terminated physician will be removed and replaced by the Contractor at no additional cost to the Purchasing Agency. In cases of below average job performance, the Purchasing Agency and the Contractor may agree on a plan to address the performance issues, to include removal and replacement if interventions are not successful.

Contractor Evaluation: The Purchasing Agency will be expected to report to the DMHMRSAS Office of Administrative Services on the responsiveness of contractor providers for each request for a locum tenens physician. This report should be submitted to the DMHMRSAS Office of Administrative Services no later than the end of the locum tenens physician's assignment. Included in this report will be the names of any contract provider that was not able to provide a placement package as well any contract provider that submitted a placement package for a physician who, once chosen, did not accept the assignment. Consistent failure of a contractor to provide adequate response to requests by purchasing agencies may result in either cancellation or non-renewal of that vendor's contract. (See "Annual Review" under Terms and Conditions.)

Permanent Placement: Should a Purchasing Agency (agency/facility) wish to hire a physician who has been assigned to that agency/facility as a locum tenens, the following provisions shall be effective:

- The hiring agency/facility shall pay a permanent recruitment/placement fee in the amount of \$14,602.00 to the contractor from which the locum tenens physician was obtained in order to hire that physician as an employee of the agency/facility. This fee shall be paid within thirty (30) days of the receipt of an invoice or from the date that the physician is hired, whichever is later. The date of hire shall be the date on which an agreement is signed between the purchasing agency and the locum tenens physician to create an employer/employee relationship.
- The above-mentioned permanent recruitment/placement fee shall be waived in full in the event that the locum tenens physician works on a locum tenens assignment for at least ninety (90) consecutive work days (excluding vacation, sick leave, weekends and holidays) at the facility for which he/she is being hired as a permanent employee. The contractor shall be given at least two weeks notice of the agency's/facility's intention to hire the physician with the recruitment/placement fee waived. The expression of this intention may be made either before or after the physician has completed the initial ninety work day period.

CONTRACTOR REQUIREMENTS

Physicians must be able to provide medical care, in accordance with stated credentials, to patients within the framework of the Purchasing Agency's Medical staff by-laws and hospital physicians manual and consistent with the Purchasing Agency's policies and procedures. It is preferred that physicians be board certified. Services rendered must be consistent with the Joint Commission on Accreditation of Healthcare Organizations (JCAHO) and any other relevant policies, guidelines and standards as determined by the Purchasing Agency.

- Availability: Physicians must normally be available for a period of service of 30 working days or more per assignment; however, shorter term or part-time placements may also be requested. In addition and at no cost to the Purchasing Agency, physician:
 - Shall be free from mental or physical impairments that would restrict the individual from performing the services required.
 - Must be able to demonstrate immunity to Measles, Mumps and Rubella (MMR) through: Serological testing which shows seropositivity to MMR or proof of vaccination (persons born prior to 1957 must have received one dose of MMR vaccine; persons born in 1957 or later must have received two doses of MMR vaccine).
 - Must be able to provide evidence, on an annual basis, of a current Purified Protein Derivative (PPD) reading or evaluation if known PPD reactor.
 - Shall speak, understand, read and write the English language fluently.
 - Shall hold current certification in Basic Life Support (BLS) and/or Advanced Cardiac Life support (ACLS).
 - Shall possess the required qualification/elements to be privileged and/or credentialed in accordance with the ordering facility's guidelines and procedures. Contractor's credentials/qualifications are subject to review by the Facility Director or designee of the ordering agency. These qualifications, at a minimum, will be based on Joint Commission on Accreditation of Healthcare Organization (JCAHO) quality standards for training, education, and competency.
- Duties: The physician, at a minimum, shall be expected to:
 - Accept the multi-disciplinary treatment team approach and act as a functioning member of the treatment team(s) to which he or she is assigned. He/she shall be subject to day-to-day supervision by facility personnel.
 - Provide care for acute and long-term patients through evaluation, diagnosis, treatment, prescribing of medications and responding to emergencies.
 - Serve as a member of any committee so designated by the Purchasing Agency.
 - Provide clinical supervision/leadership to a team of professionals for the Purchasing Agency.
 - Conduct daily ward rounds.
 - Provide documentation of services and treatment rendered in the patients' charts as required by federal and state regulations and as required by the policies established by the Purchasing Agency.
 - Provide in-service training to other professional staff as directed by the Purchasing Agency.
 - Provide professional consultation to the court system, when requested.
 - Provide supervision to any staff assigned.
 - Limit prescription to medications with the Purchasing Agency's pharmacy formulary, as required by the Purchasing Agency.
- Conduct: The physicians shall conduct themselves in a professional manner at all times and shall not behave in such a way so as to disrupt the general management of the Purchasing Agency where assigned. Contractor and physician shall comply with all Purchasing Agency regulations, administrative policies and procedures. Contractor and physician shall comply with instructions and requirements specified by the Purchasing Agency's Medical Director or individuals designated by the Purchasing Agency to coordinate physician services. Physicians shall also conduct themselves in such a manner that he/she will not be suspected of conflicts of interests or impropriety by accepting entertainment, gifts or favors of any kind or by any other action that would result in financial profit to themselves or which could influence or be interpreted as influencing the strict impartiality that must prevail in all business relationships where the public interest is involved.

- Specialties: While most of the required placement under this contract will be in the field of adult psychiatry, other specialties may also be needed from this to time. These include pediatric psychiatry, internal medicine and family practice. Emergency physicians and dentists may also be obtained under this contract; however, approval by the Office of Administrative Services will be required.

TERMS AND CONDITIONS

WORKING HOURS: The Purchasing Agencies will determine working hours. The Purchasing Agency will be expected to indicate the anticipated working hours and conditions at the time that services are requested. While the required working hours may be changed by circumstances at the facility, any major change in status involving on-call coverage, weekend or overtime hours, may result in the renegotiation of the physician's daily rate of compensation.

ON-CALL COVERAGE: The Contractor may be required to provide on-call coverage on evenings and weekends consistent with the duties of other full-time physicians working at the Purchasing Agency's site. When "on-call" duty is assigned, the physician may be expected to remain at the Purchasing Agency's specified location from 5:00 p.m. to 8:00 a.m.

INSURANCE: The Contractor must offer evidence to the Purchasing Agency that any physician placed by the Contractor is covered by Health Care Practitioner liability insurance which meets the minimum level required under Section 8.01-581.15 of the *Code of Virginia*.

EXPENSES DUE TO CANCELLATION: Should any physician cancel services after review of credentials and acceptance/scheduling by the Purchasing Agency, the Contractor will reimburse the Purchasing Agency for all out-of-pocket expenses associated with the credentialing and acceptance/scheduling. These expenses include the cost of obtaining reports on background and credentials and shall not exceed \$209.00.

TRANSPORTATION: The Contractor shall provide all transportation to and from Purchasing Agency site and all local transportation during the assignment. The cost for transportation shall be included in the "Daily Rate". Airfare included in this "Daily Rate" shall be based upon the lowest available cost—coach or economy airfare. The use of any airfare other than coach or economy must be approved in writing in advance, by the Purchasing Agency's Director or Purchasing Agent if it is to be included in computing the "Daily Rate". The Purchasing Agency will not further reimburse the Contractor for any travel-related expenses of the physician.

LOCAL HOUSING: The Contractor shall arrange and be responsible for providing local housing for the physician during the period of service. As an option, the Purchasing Agency may offer housing and, if acceptable to the Contractor and the Physician, no charge for housing shall be included in the Daily Rate.

PROFESSIONAL DEVELOPMENT: The Contractor shall provide for the continuing education and professional development of the physician. The Contractor shall make the physician available, as the Purchasing Agency requires, for orientation and training in the Purchasing Agency's policies and procedures, rules and regulations.

WORK AREA: The Purchasing Agency will provide the space, equipment and supplies (both medical and administrative), furniture, fixtures and utilities (including telephone) and other reasonable items required by the Contractor for use by the physician while the physician is performing services as requested by the Purchasing Agency.

CONTRACT COORDINATOR: The Contractor shall assign a Coordinator to handle and assist in any and all scheduling, billing and problem solving. The Coordinator shall be required to telephonically contact the Contracting Agency's contract administrator for the contract(s) that result from this solicitation. Contractor coordinators are identified on pages 1 and 2 of this Contract Award Notice.

QUALITY OF CARE: The Contractor and physicians shall consistently make every effort to ensure quality care is being provided. Furthermore, they shall work toward providing efficient and effective care, supporting or contributing to cost containment initiatives established at the site of work.

ANNUAL REVIEW: The Department of Mental Health, Mental Retardation and Substance Abuse Services (DMHMRSAS) reserves the right to review the performance of each contract provider on an annual basis and cancel the contract with any contractor that, in the judgment of the DMHMRSAS, has consistently failed to offer an acceptable "Placement Package" when requested. In conducting this review, DMHMRSAS will take into consideration failures caused by factors such as inadequate time provided for contractors to submit Placement Packages.

CONFIDENTIALITY: The Contractor acknowledges and understands that its employees may have access to confidential information, including Protected Health Information (PHI) regarding employees, clients/patients, or the public. In addition, the Contractor acknowledges and understands that its employees may have access to proprietary or other confidential information or business information belonging to the Department of Mental Health, Mental Retardation and Substance Abuse Services (DMHMRSAS) or to other agencies that may use this contract. Therefore, except as required by law, the Contractor agrees that its employees will not:

- Access or attempt to access data that is unrelated to their job duties or authorization.
- Access or attempt to access Protected Health Information (PHI) beyond their stated authorized HIPAA access level.
- Disclose to any other person or allow any other person access to any information related to DMHMRSAS or any of its facilities or any other user of this contract that is proprietary or confidential and/or pertains to employees, students, patients, or the public. Disclosure of information includes, but is not limited to, verbal discussions, FAX transmissions, electronic mail messages, voice mail communication, written documentation, "loaning" computer access codes and/or another transmission or sharing of data.
- Disclose Protected Health Information (PHI) in violation of HIPAA regulations.

The Contractor understands that DMHMRSAS and other using agencies and their employees, clients/patients, or others may suffer irreparable harm by disclosure of proprietary or confidential information and that the Commonwealth of Virginia may seek legal remedies available to it should such disclosure occur. Further, the Contractor understands that violations of this agreement may result in default.

The Contractor further assures that information and data obtained during the performance of this agreement shall be considered confidential, during and following the term of this agreement, and will not be divulged without the Purchasing Agency's written consent and then only in strict accordance with prevailing laws. The Contractor shall hold all information provided by the Purchasing Agency as proprietary and confidential, and shall make no unauthorized reproduction or distribution of such material.

CREDENTIALS AND PRIVILEGES: The Contractor agrees that practice at the Purchasing Agency site will be governed by and limited to privileges approved and granted by the Purchasing Agency, and that any changes in professional status, or any other changes that would affect the ability of any physician or other practitioner to provide services under this agreement will be reported immediately to the Purchasing Agency.

CRIMINAL HISTORY: The Purchasing Agency reserves the right to restrict activities required to provide these services herein to only persons who are without criminal convictions. This restriction shall not relieve the Contractor or Subcontractors of any requirements herein. Upon request of the Purchasing Agency, the contractor shall obtain and provide a criminal history background check on any persons assigned to this contract. The Purchasing Agency, at its sole decision, may determine that an individual possessing a criminal conviction poses no risk or threat to the agency, its employees, and clients, and may waive the restriction on a case-by-case basis. Section 37.1-20.3 of the *Code of Virginia* lists certain criminal convictions for which no waiver can be granted.

METHOD OF PAYMENT - INVOICES: The Contractor shall invoice each Participating Agency at least once monthly for all services rendered during the specified time period, including invoiced services provided by non-Contractor facilities. The Contractor will be paid on the basis of invoices submitted. Each invoice shall state the specific services rendered, dates of services and itemized cost for each service.

VIRGINIA CORRECTIONAL FACILITIES

WESTERN REGION

AUGUSTA CORRECTIONAL CENTER **Phone:** (540) 997-7000
1821 Estaline Valley Road **Fax:** (540) 997-7225
Craigsville, VA 24430
Gale Hildebrand, Business Manager (X7020)

BLAND CORRECTIONAL CENTER **Phone:** (276) 688-3341
256 Bland Farm Road **Fax:** (276) 688-2316
Bland, VA 24315 **VoIP: 8-233**
Amanda Townley, Business Manager (X5020)
Vacant, Buyer

BOTETOURT CORRECTIONAL CENTER **Phone:** (540) 992-5811
201 State Drive **Fax:** (540) 992-1284
P. O. Box 250 **VoIP: 8-327**
Troutville, VA 24175
Contacts: Heather Hoppe

COLD SPRINGS CORRECTIONAL UNIT # 10 **Phone:** (540) 337-1818
221 Spitler Circle **Fax:** (540) 324-0823
Greenville, VA 24440
Contacts: Linda Phillips

GREEN ROCK CORRECTIONAL CENTER **Phone:** (434) 797-2000
P.O. Box 1000 **Fax:** (434) 797-8161
475 Greenrock Lane
Chatham, VA 24531
Dan Chipman, Business Manager
Connie Gibson, Buyer

KEEN MOUNTAIN CORRECTIONAL CENTER **Phone:** (276) 498-7411
P.O. Box 860 **Fax:** (276) 498-4369
Oakwood, VA 24631
Kathy Bassett, Warden
Jim Coffey, Business Manager (X4017)
Kim Whitt, Buyer (X2134)

MARION CORRECTIONAL TREATMENT CENTER **Phone:** (276) 783-7154
P.O. Box 1027 **Fax:** (276) 783-1486
110 Wright Street
Marion, VA 24354
David Hull, Business Manager (X4328)

PATRICK HENRY CORRECTIONAL UNIT #28 **Phone:** (276) 957-2234
P.O. Box 1090 **Fax:** (276) 957-1230
Ridgeway, VA 24148 **VoIP: 8-731**
Contacts: Teresa Queen

POCAHONTAS STATE CORRECTIONAL CENTER.....**Phone:** (276) 945-9173
P.O. Box 518 **Fax:** (276) 945-9472
920 Old River Road
Pocahontas, VA 24635
Jenny Blakenship, Business Manager
Vivian Fanning, Buyer

PULASKI CORRECTIONAL CENTER**Phone:** (540) 831-5840
P.O. Box 1188 **Fax:** (540) 831-5646
Dublin, VA 24084 **VoIP: 8-332**
Contacts: Brenda Orey and Jack Stewart

RED ONION STATE PRISON.....**Phone:** (276) 796-7510
P.O. Box 970 **Fax:** (276) 796-7534
Pound, VA 24279
Vicky Sweeney, Business Manager (X2014)
Durward Narramore, Buyer (X2051)

TAZEWELL CORRECTIONAL UNIT #31**Phone:** (276) 988-4701
Route 3, Box 472 **Fax:** (276) 988-3497
Tazewell, VA 24651 **VoIP: 8-328**
Contacts: Carol Kitts, Pat Herald, and Sandy Riley

WALLENS RIDGE STATE PRISON**Phone:** (276) 523-3310
P.O. Box 759 **Fax:** (276) 523-9620
Big Stone Gap, VA 24219
Michael Garrett, Business Manager (X2014)
Joel Dietz, Buyer (X2049)

WISE CORRECTIONAL UNIT #18.....**Phone:** (276) 679-9204
P.O. Box 1198 **Fax:** (276) 395-7349
Coeburn, VA 24230-1198 **VoIP: 8-330**
Contacts: Kim Stansberry ext. 5003

Central Region

BASKERVILLE CORRECTIONAL CENTER**Phone:** (434) 447-3857
4150 Hayes Mill Road **Fax:** (434) 447-2096
Baskerville, VA 23915
Contact: Nancy Morgan

BUCKINGHAM CORRECTIONAL CENTER.....**Phone:** (434) 391-5980
P.O. Box 430 **Fax:** (434) 983-1021
1522 Prison Road **VoIP: 8-727**
Dillwyn, VA 23936
Dolores Massie, Business Manager (x5009)
Becky Shumaker, Buyer

CENTRAL VIRGINIA CORRECTIONAL UNIT #13.....**Phone:** (804) 796-4277
6900 Courthouse Road **(Procurement Reporting Through Nottoway) Fax:** (804) 796-4288
Chesterfield, VA 23832
Contacts: Kim Snizek (X146)

COFFEEWOOD CORRECTIONAL CENTER **Phone:** (540) 829-6483
P.O. Box 500 **Fax:** (540) 829-7467
Mitchells, VA 22729
Donna Mills, Business Manager (X2150)
Bryan Bailey, Buyer

DEEP MEADOW CORRECTIONAL CENTER..... **Phone:** (804) 598-5503
General Delivery **Fax:** (804) 403-3402
State Farm, VA 23160 **VoIP: 8-237**
Mel Johnson, Business Manager (X5004)
Vacant, Buyer

DILLWYN CORRECTIONAL CENTER **Phone:** (434) 983-4200
P.O. Box 670 **Fax:** (434) 983-5088
1522 Prison Road
Dillwyn, VA 23936
Pat Crickenberger, Business Manager (X1004)
Regina Taylor, Buyer. (X1005)

DINWIDDIE CORRECTIONAL UNIT #27..... **Phone:** (804) 265-5744
13510 Cox Road (**Procurement Reporting Through Nottoway**) **Fax:** (804) 265-5474
Church Road, VA 23833
Contacts: Kim Kidwell

FLUVANNA CORRECTIONAL CENTER FOR WOMEN..... **Phone:** (434) 984-3700
P.O. Box 1000 **Fax:** (434) 984-3988
Troy, VA 22974
Otis Carpenter, Business Manager (X1600)
Cindy Stokes, Buyer (X1602)

HALIFAX CORRECTIONAL UNIT #23 **Phone:** (434) 572-2683
Box 1789 (**Procurement through Mecklenburg**) **Fax:** (434) 572-4807
Halifax, VA 24558
Contact: Kim Powell and Cheryl Wells

JAMES RIVER CORRECTIONAL CENTER **Phone:** (804) 784-3551
General Delivery **Fax:** (804) 556-4476
State Farm, VA 23160 **VoIP: 8-240**
Gerald Gordon, Business Manager (X2206)
Eldathea Clarke, Buyer

LUNENBURG CORRECTIONAL CENTER **Phone:** (434) 696-2045
P.O. Box Y, 285-P, Highway 49 **Fax:** (434) 696-2758
Victoria, VA 23974-0650
Brenda Smithson, Business Manager (X2409)
Jackie Walker, Buyer (X2404)

MECKLENBURG CORRECTIONAL CENTER..... **Phone:** (434) 738-6114
P.O. Box 500 **Fax:** (434) 738-0641
Boydton, VA 23917
Cara Pruett, Business Manager (X107)
Cindy Spenser, Buyer

NOTTOWAY CORRECTIONAL CENTER..... **Phone:** (434) 767-5543
P.O. Box 488 **Fax:** (434) 767-3786
650 Shutt Road
Burkeville, VA 23922
Kern Gilliam, Business Manager (X5213)
Sharon Gilliam, Buyer (X5209)

POWHATAN CORRECTIONAL CENTER **Phone:** (804) 598-4251
State Farm, VA 23160 **Fax:** (804) 403-3205
Francis Trafzer, Business Manager (X4020)
Carol P. Mullins, Buyer (x 3815)

POWHATAN RECEPTION & CLASSIFICATION CENTER..... **Phone:** (804) 598-4251
State Farm, VA 23160 **Fax:** (804) 403-3205
Layton T. Lester, Asst. Warden
Francis Trafzer, Business Manager (X4020)

RUSTBURG CORRECTIONAL UNIT #9 **Phone:** (434) 332-7354
479 Camp Nine Road **(Reports thru Buckingham)** **Fax:** (434) 332-5858
Rustburg, VA 24588 **VoIP: 8-730**
Contacts: Gay Womack and Stephanie Anderson

VA CORRECTIONAL CENTER FOR WOMEN **Phone:** (804) 784-3582
P.O. Box 1 **Fax:** (804) 784-5037
Goochland, VA 23063 **VoIP: 8-242**
James Oliver, Business Manager (X3652)
Linda Balsley, Buyer (X3653)

Eastern Region

BRUNSWICK CORRECTIONAL CENTER..... **Phone:** (434) 848-4131
P.O. Box 207C **Fax:** (434) 848-4647
Lawrenceville, VA 23822
Janice Elliott, Business Manager (X1113)
Barbara Stephenson, Buyer

CAROLINE CORRECTIONAL UNIT #2..... **Phone:** (804) 994-2161
31285 Camp Road **(Procurement Reporting Through Haynesville)** **Fax:** (804) 994-2784
Hanover, VA 23069
Charles H. Allen, Superintendent
Contacts:

DEERFIELD CORRECTIONAL CENTER **Phone:** (434) 658-4368
21360 Deerfield Drive **Fax:** (434) 658-9303
Capron, VA 23829
Lynette Lowe, Business Manager (X7106)
Wendy Ogburn, Buyer
John Stewart, Program Support Tech. (X7119)

GREENSVILLE CORRECTIONAL CENTER..... **Phone:** (434) 535-7000
901 Corrections Way **Fax:** (434) 535-7091
Jarratt, VA 23870-9614
Jaunita (Nita) Grizzard, Business Manager (X7011)
Richard Riedel, Buyer (X6148)

HAYNESVILLE CORRECTIONAL CENTER..... **Phone:** (804) 333-3577
P.O. Box 129 **Fax:** (804) 333-0192
Haynesville, VA 22472
650 Barn Field Road
Bill Jester, Business Manager (X1005)
Charles Ward, Buyer

HAYNESVILLE CORRECTIONAL UNIT #17 **Phone:** (804) 333-3577
P. O. Box 39 (**Procurement Reporting Through Haynesville**) **Fax:** (804) 333-1253
Haynesville, VA 22472
Contacts: Jessie Vanlandingham

INDIAN CREEK CORRECTIONAL CENTER **Phone:** (757) 421-0095
801 Sanderson Road **Fax:** (757) 421-7154
Chesapeake, VA 23327-1217
Cindy Norman, Business Manager (X1020)
Lisa Anglin, Buyer

SOUTHAMPTON CORRECTIONAL CENTER **Phone:** (434) 658-4174
14545 Old Belfield Road **Fax:** (434) 658-3960
Capron, VA 23829
Gene Drum, Business Manager (434) 658-3946
Frances Clarke, Buyer (X4118)

SOUTHAMPTON RECEPTION & CLASSIFICATION CENTER **Phone:** (434) 658-9303
15172 Old Belfield Road **Fax:** (434) 658-3501
Capron, VA 23829
Willette Copeland, Asst. Warden

ST. BRIDES CORRECTIONAL CENTER **Phone:** (757) 421-6600
701 Sanderson Road **Fax:** (757) 421-6601
Chesapeake, VA 23328 **VoIP: 8-425**
John Moore, Business Manager (X224)
Anna Talton, Buyer

SUSSEX I STATE PRISON **Phone:** (804) 834-9967
24414 Musselwhite Drive **Fax:** (804) 834-4084
Waverly, VA 23891
Penny Spivey, Business Manager
Vacant, Buyer

SUSSEX II STATE PRISON **Phone:** (804) 834-4076
24427 Musselwhite Drive **Fax:** (804) 834-4077
Waverly, VA 23891
Milloyd D. Wright, Business Manager
Theoria Nixon, Buyer (X4052)..... **Fax:** (804) 834-4072